

Helena Area Transportation Advisory Council (HATAC)
Tuesday, December 16, 2014 Monthly Meeting
Intermountain Board Room, 2:30 – 4 PM

Meeting Minutes:

Meeting called to order 2:30 p.m.

1. Introductions (list of attendees on sign in sheet)
2. Approval of November Minutes – so moved by Commissioner Hunthausen, Karen Lane seconded and motion passed with Mayor Schell who abstained because he did not attend the Nov. meeting.
3. Executive Committee Report
 - EA gave an update of HITP Grant Round 2 activities completed (Local Service Improvement Strategy, Marketing Plan , Mobility Management/travel training program) and those still underway (Final new brand package, Regional Governance Model Study)
 - Laura Erikson gave update on Grant Round 3 Award for Coalition Coordinator, Marketing support for local service improvement strategy launch and Regional Service Improvement Strategy development
 - Brian Johnson gave Regional Planning Project funding update raised funds from community partners including BCBS, United Way, MILP, MTCDD, County Grant 3 and others in the works...Scott Chapman will be contracted to provide support for this project as per proposal in meeting materials first set of tasks in collaboration with Coalition Task 4-7 with HATAC Coordination Subcommittee .
 - Jeanette Blize presented coalition update which included a decision to move forward on a vote for new coalition name. Les Clark moved to have the HATAC vote on new name, seconded by Adam Gill, motion carries unanimously. By hand vote 6 voted for Friends of Capital Transit and 12 voted for Capital Transit Coalition.
4. Lead agency report moved to later in meeting - EA let group know the Coordination Subcommittee met and developed application and ranking system for Capital Assistance requests. Encouraged members and supporters to submit applications to HATAC as per the memo in the meeting materials by January 9. Subcommittee will meet and rank on January 13. HATAC will consider Coordination Subcommittee recommendation at January 20th HATAC meeting.
5. Vouchered Accessible Taxi Demonstration Project Report given by Bob Maffit – gave rides to 440 people. Bob Maffit moved to add the recommendation to explore the use of contracted services to the set of coordinated plan recommendations for lead agency. Judy Harris seconded and motion passed unanimously.
6. HATAC FY16 Coordination Plan/Prelim Budget Recs/Action Items-EC members explained Lead Agency has asked HATAC to advance final draft of FY 16 Coordination Plan to them before February 4 Lead Agency admin. meeting where MDT Grant application packet (including HATAC Coordination Plan and preliminary grant budget) will be discussed. EC working toward January 20th HATAC meeting for HATAC consideration of a near final draft of FY 2016 Coordination Plan developed with staff and partners over the next month at the January 20th meeting. To that end EC created a starting document for these discussions...a discussion draft to get FY 2016 Coordination Plan/Grant preliminary budget discussions with Lead Agency staff and partners underway. David Kack is under contract with HITP Grant round 2 funds to help with FY 16 Coordination plan development. Helped create first draft of coordination plan using last year's plan as a template and integrating HITP funded grant plans/consultant recommendations and

experience of past year to use as a starting point. EC drafted memo including set of HATAC recs to date (in mtg. materials). Will need to update both docs with newest recommendation regarding exploring the use of contracted services and input from today's discussion.

- Action Item 1 is to approve FY 16 coordination plan discussion draft (with added language reflecting additional recommendation) to advance to city commission (lead agency Board) and city staff. Charlie Briggs so moved, Brian Johnson seconded, motion passed unanimously.
 - Action Item 2 Brian moved to approve memo (with added language reflecting additional recommendation) to accompanying coordination draft, Paul Kent seconded, motion passed unanimously.
7. Lead Agency Report – Steve Larson reported that the Capital Shuttle project is moving forward, will cost \$75,000 for the session, \$25k has come from the state, \$25k from the city and they are looking for the remainder \$25k. This will be a no fare, continuous route starting January 5 and running from 6:30 a.m. to 6 p.m. weekdays.
 8. Branding presentation given by Selena Barlow (given via conference call). Needs direction on logo so can next develop graphics for vehicles, bus stop signage, passenger guide and website so the full package can get HATAC approval to advance to lead agency and, ultimately lead agency consideration. Adam Gill moved to use logo as recommended outcome of the doodle vote, Charlie Briggs seconded and motion passed unanimously. Chair asked Superintendent Larson for guidance about best way to get HATAC brand package in front of lead agency Board (City Commission) for consideration. He indicated he would let EC know. Chair also asked about how best to request FY 15 funds for bus wraps and other capital costs needed to keep rebranding project moving. Superintendent Larson said he would let us know.
 9. Riders' Council – no update
 10. Public Comment – none
 11. Meeting adjourned at 4:20 p.m.